

TOWN OF BRIDGEWATER

OFFICE OF THE
TOWN COUNCIL

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TOWN CLERKS OFFICE
BRIDGEWATER, MA.

2019 JAN 31 A 10:05



Budget & Finance Committee
Meeting Agenda

Committee Members:		
<i>William Wood, Chair District 6 Councilor</i>	<i>Dennis Gallagher, Member At-Large Councilor</i>	<i>Edward (Ted) Haley At-Large Councilor</i>

Location: Academy Building
66 Central Square
Room 201B
Bridgewater, MA

**Date &
Time:** February 5, 2019
7:00 p.m.
Agenda

- A. Call to Order
- B. Approval of minutes
 - December 18, 2018
 - January 8, 2019
- C. Legislation Referred
 - Order O-FY19-040: Affix Town Clerk Salary
 - Order O-FY19-043: Acceptance of Non-Recurring Revenue to Capital
- D. Public Comment
- E. Adjourn



Bridgewater Town Council

In Town Council, Tuesday, February 5, 2019

Council Order: O-FY19-040

Introduced By:	Councilor Gallagher
Date Introduced	January 22, 2019
First Reading:	January 22, 2019
Second Reading:	February 5, 2019
Amendments Adopted:	
Third Reading:	
Date Adopted:	
Date Effective:	

Order O-FY19-040

AFFIX TOWN CLERK SALARY

WHEREAS, the Town Clerk of the Town of Bridgewater shall receive a salary in lieu of all fees and other compensation provided for in the Massachusetts General Laws, which salary shall be in an amount fixed by the Legislative body of the Town of Bridgewater.

WHEREAS, pursuant to Massachusetts General Laws Chapter 41 § 15 the duties of the Town Clerk are defined as:

“record all votes passed at town meetings held during his term of office. He shall administer the oaths of office to all town officers who apply to him to be sworn, and shall make a record thereof and of the oaths of office taken before justices of the peace of which certificates are filed. He shall, immediately after every annual election of town officers, transmit to the state secretary, on blanks to be furnished by him, a complete list of all town officers elected and qualified and shall promptly report to the secretary any changes in such officers”.

WHEREAS, the Town, to ensure business continuity and to make certain that the needs of the general public are met, employs two full-time staff to address and perform the day-to-day activities of the Office of the Town Clerk.

WHEREAS, it is intended that these provisions be in accord with all applicable Federal and State laws, rules and regulations, including the Fair Labor Standards Act and the Federal Minimum Wage, and should be applied and interpreted to produce a result harmonious therewith.

WHEREAS, it is intended that these provisions be in accord with the Employee Manual of the Town of Bridgewater and should be applied and interpreted to produce a result harmonious therewith. If there is an irreconcilable conflict between this Order and any other Order of the Town of Bridgewater, this Order shall govern.

ROLL CALL VOTE – REQUIRES MAJORITY OF THOSE PRESENT AND VOTING.

WHEREAS, the Town of Bridgewater is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, handicap, disability or otherwise in violation of any federal or state law.

BE IT ORDERED, that beginning in the fiscal year 2020 (July 1, 2019), the salary of the Town Clerk shall be increased to \$69,956.25 annually. The Town Clerk is an elected position and eligible for membership with Plymouth County Retirement System (PCR) benefit and insurance benefits per employee policy manual. The Town Clerk shall be paid in accordance with the usual practices for other town employees.

FURTHER ORDERED, that the position of Town Clerk is exempt from the overtime provisions of the FLSA and shall not be entitled to overtime compensations in any form.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
<ul style="list-style-type: none">• Budget & Finance Committee	<ul style="list-style-type: none">• Meet 2/5/19. Will provide disposition to full Council.
<ul style="list-style-type: none">• Finance Committee	<ul style="list-style-type: none">• Meet 2/4/19. Disposition will be provided upon receipt.